

**ADMINISTRATIVE ACTION
DATE AND DEADLINES SCHEDULE
August 2015 through December 2016**

Reminder Letters and Action Requests (if applicable) mailed to Applicant	Action Requests¹ (if applicable) due back to Planning Department from Applicant²	Agenda with Applicant request appears on COF website (by 7:00 P.M.)	Agenda with Staff recommendation report included with FMPC packet	Administrative Action occurs on this date
6/10/15	7/1/15	8/14/15	8/19/15	8/21/15
7/10/15	8/3/15	9/11/15	9/16/15	9/18/15
8/10/15	9/1/15	10/9/15	10/14/15	10/16/15
9/10/15	10/1/15	11/6/15 ³	11/11/15	11/13/15 ⁴
10/9/15	11/2/15	12/4/15 ⁵	12/9/15	12/11/15 ⁶
11/10/15	12/1/15	1/8/16	1/20/16	1/15/16
12/10/15	1/4/16	2/12/16	2/17/16	2/19/16
1/11/16	2/1/16	3/11/16	3/16/16	3/18/16
2/10/16	3/1/16	4/8/16	4/20/16	4/15/16
3/10/16	4/1/16	5/13/16	5/18/16	5/20/16
4/11/16	5/2/16	6/10/16	6/15/16	6/17/16
5/10/16	6/1/16	7/8/16	7/20/16	7/15/16
6/10/16	7/1/16	8/12/16	8/17/16	8/19/16
7/11/16	8/1/16	9/9/16	9/14/16	9/16/16
8/10/16	9/1/16	10/14/16	10/19/16	10/21/16
9/9/16	10/3/16	11/4/16 ⁷	11/9/16	11/11/16 ⁸
10/10/16	11/1/16	12/2/16 ⁹	12/7/16	12/9/16 ¹⁰

Franklin Municipal Planning Commission (FMPC) meetings: Columns one and two represent dates which are the same as the FMPC meeting held in the same month as represented in column five.

The City of Franklin Planning and Sustainability Department is located at 109 Third Avenue South, Suite 133, Franklin, Tennessee, 37064.

The City of Franklin website address is <http://www.franklinTN.gov>

Information regarding Sureties and Performance/Maintenance Agreements may be found at <http://www.franklintn.gov/home/showdocument?id=288>. For questions regarding this schedule or additional inquiries related to Administrative Action Agendas, Performance/Maintenance Agreements or Sureties, please call 615-591-5631 (direct line).

Footnotes:

¹ Action Request forms are due the first of each month for the following month’s agenda. If the first of the month is a Saturday, Sunday or holiday where the City is closed for business, then the first business day of the month shall be the due date.

² Blank Action Request forms may be printed from the City’s website at <http://www.franklintn.gov/home/showdocument?id=1710> if an applicant wishes to request placement on an earlier agenda. Due date is the first business day of the month for the following month’s agenda. No landscaping improvements shall be placed on agendas for the months of February, March, July, August, September or December. Incomplete Action Request forms cannot be accepted.

³ Due to 2015 Thanksgiving holiday later this month, Administrative Action occurs one week earlier. Therefore, the Administrative Agenda will appear on COF website by 11/6/15.

⁴ Due to the 2015 Thanksgiving holiday later this month, Administrative Action occurs one week earlier.

⁵ Due to the 2015 Christmas holiday later this month, Administrative Action occurs one week earlier. Therefore, the Administrative Agenda will appear on the COF website by 12/4/15.

⁶ Due to the 2015 Christmas holiday later this month, Administrative Action occurs one week earlier.

⁷ Due to 2016 Thanksgiving holiday later this month, Administrative Action occurs one week earlier. Therefore, the Administrative Agenda will appear on COF website by 11/4/16.

⁸ Due to the 2016 Thanksgiving holiday later this month, Administrative Action occurs one week earlier.

⁹ Due to the 2016 Christmas holiday later this month, Administrative Action occurs one week earlier. Therefore, the Administrative Agenda will appear on the COF website by 12/2/16.

¹⁰ Due to the 2016 Christmas holiday later this month, Administrative Action occurs one week earlier.